

APPROVED



# The GLOBE Academy

## Minutes

### Board of Directors Meeting

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#### Date and Time

Monday January 30, 2023 at 7:00 PM

#### Location

Register in advance for this webinar:

[https://us02web.zoom.us/webinar/register/WN\\_si37G-cXTWS2kHK13m2clA](https://us02web.zoom.us/webinar/register/WN_si37G-cXTWS2kHK13m2clA)

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Notice of this meeting was posted at both campuses and on the GLOBE website in accordance with O.C.G.A. § 50-14-1.

**Special note:** This meeting was conducted remotely, due to the declared national and state public health emergencies in response to the novel coronavirus known as COVID-19.

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#### Directors Present

C. Schenkler (remote), D. Reynolds (remote), J. Clark (remote), K. Henshaw (remote), L. Ferro Borges (remote), L. Long (remote), L. Norton (remote), L. Pacheco (remote), M. Hayes (remote), T. Barnes (remote), T. Williams (remote)

#### Directors Absent

*None*

#### Guests Present

A Teixeira (remote), C. Blunt (remote), C. Elliott-Earby (remote), Catrice Barrett (remote), Christina Steiner (remote), Damon McMillon (remote), David Thompson (remote), Duwayne Barrett (remote), Florence Cannon (remote), Jen Parker (remote), K. Holder (remote), Katie

Patel (remote), L. Hertz (remote), Onasis Hernandez (remote), Priscilla Noble (remote), Vilma Villalobos (remote)

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## I. Opening Items

### A. Record Attendance and Guests

### B. Call the Meeting to Order

D. Reynolds called a meeting of the board of directors of The GLOBE Academy to order on Monday Jan 30, 2023 at 7:03 PM.

### C. Vision, Mission and Core Values

The agenda and minutes were approved by consent without objection

## II. Public Comment

### A. Public Comment

Catrice Barrett stated that her son received a bad grade, despite the fact that there was an attempt to remediate the situation. Mrs. Barrett noted that, in spite of her attempts to resolve the issue, she had not successfully done so. She expressed her desire to receive follow-up communication regarding this situation from either Christi or Drew.

## III. Consent Agenda

### A. Approve Agenda

The agenda and minutes were approved by consent without objection.

### B. Approve Minutes

C. Schwenkler made a motion to approve the minutes from Board of Directors Meeting on 12-12-22.

T. Williams seconded the motion.

The board **VOTED** unanimously to approve the motion.

## IV. PTCC Report

### A. PTCC Report

An update was given on the following PTCC items:

#### Recent Past Events

The GLOBE PTCC Staff Gift Fund

- Thanks to generous donations from families, PTCC was able to collect approx \$15,000 in donations to the Staff Gift Fund.
- Every staff member received \$100 before winter break

#### Lost and Found

- New set up for Lost and Found was installed at LC.
- Grateful for parent volunteers who set that up and those who return items

#### Lunar New Year celebrations

- PTCC provides financial support

#### Spirit Night

- Last one: Panda Express- 1/25/23
- March one: Hawks Basketball game 3/25/23. Tickets sell out so purchase soon!  
See the school's Wedn. newsletter for more info.

#### **Upcoming Events**

##### "Volunteer of the Month" Carpool Flag

- Starting in February, we'll be honoring two volunteers each month who will get to use a carpool flag to skip the line!

##### Black History Month (Feb)

- Volunteers are collaborating with the school on festivities (door decorating, performances, etc.)
- PTCC purchased books for classroom use (mystery readers for LC)
- Watch newsletter for more info.

##### Coming up later this spring:

- Exceptional Children's Week (March 6-10)
- Spirit Night at the Hawks Game (March 25)
- Earth Day/Science Night combo (April 22)
- Auction fundraiser (April)

#### **Ongoing Events**

##### Used Uniform Donation Days

- Donate Used Uniforms the First Friday of the Month. 7:30-8 am. LC & UC

##### Coffee Talks

- PTCC supports the school's "Coffee Talks" by providing the coffee.
- Last one of the year is tomorrow. Thanks to all volunteers who helped!

#### Wonderful Wednesday & Stock the Lounge

- PTCC provides staff with a treat monthly on a "Wonderful Wednesday"
- January: bagels and fruit; February: Lunar New Year treat

#### Spirit Wear

- PTCC hosting more pop-up sales
  - Middle School concerts, Lunar New Year celebrations, etc.

#### PTCC Royalty Program

- PTCC passed out "While you Wait..." flyers with info about Royalty Program at LNY celebrations, also posted "While you Wait..." flyers

#### Volunteers Needed: HUGE NEED

- Get your 10 hours per family!
- Make sure to log your hours.
- We still have one opening for Global Awareness PAC lead
- We also need volunteers to be:
  - Spirit Night Coordinator
  - Lost and Found Organizers
  - Spirit Wear Set Up and Pop Up Sales
  - Auction Planning Crew
  - Exceptional Children's Week committee
  - Field Day lead

For upcoming event needs, please carefully review newsletter, FB page, and please support our efforts

## V. Administration and Committee Reports

### A. HOS Reports

The HOS presentations were included in the agenda packet.

### B. Academic Committee Report - Milestones Report

The following committee updates were provided by Catherine:

#### GA Milestones Data

- Annual measure of student achievement conducted in Spring 2018, 2019, 2022 (Missed two years due to Covid). Grades 3-8
- CCRPI Key Measures (scored 0-100)
  - **Content Mastery:** at grade level in English language arts, mathematics, science, and social studies.
  - **Readiness:** include literacy, student attendance, and beyond the core.
  - Progress: measures growth in language arts and math (no 2022)
  - Closing Gaps: Did subgroups make progress (no 2022)
  - CCRPI: Overall score for a school by GADOE (not avail 2022)
- Used 0-100 score instead of four groups, easier to interpret
- Academic Committee will provide a report for June 2023 meeting with following:
  - Explanation of current data, scores, and trends
  - Propose 2-3 goals for academic (English, math, target language achievement) and social/behavioral (e.g. culture, attendance) success.
  - Identify key metrics needed for success - and track them over time in a standardized format
- Staff-led initiative under direction of ED

### C. Governance Committee Report

The following committee updates were given by Teri:

#### Board Composition

Proposal

1. Add up to four new Board members in areas of need
2. One potential co-chair for Strategic Committee and Co-chair for Development (backfill)
3. Two new Board members could be “at-large” (i.e. they don’t chair a committee but lend their expertise and assist any committee in need)
  1. Provides a breadth of experience for new Board members
  2. They could step into any Board chair role that becomes vacant
  3. Gives assistance to other Board committee chairs
4. Fill vacancies in June every year (vote)

#### Board Recruitment

Proposal

- Begin searching externally for interested Board members via non-profit job sites using ads or posting a job description:
  - LinkedIn
  - Volunteer Match
  - Idealist
  - Work for Good

- Indeed
- Others: <https://www.foundationlist.org/news/list-of-nonporift-job-boards-made-for-the-nonprofit-sector/>

### **Board Accountability**

Proposal: How do we hold ourselves accountable?

1. Establish an evaluation committee that monitors board member performance
2. Draft a grounds for removal clause that will be voted upon and included in bylaws

### **Board Leadership Nomination**

Proposal: Officers

- Vote annually in June for all officer positions
- Officers can serve up to 3 years (needs to be changed in bylaws)

After an extended discussion, the voting items were tabled and will be before the Board for final consideration during the February meeting.

## **D. Communications Committee Report**

The following committee updates were given by Leigh:

### **Reject Projects**

- Built repository of crisis communications
  - Messages are ready to be deployed for events like natural disaster, death of student/staff, lockdown, etc.
  - Thank you to Paul Mooring for his leadership on this!
- Created new exit survey (and accompanying email)
  - Registrar will send to families that withdraw from GLOBE
  - Survey is intended to help us form actionable insights about what's working and not
- Updated brand guidelines with additional font and logos

### **In The Works**

- End-of-year surveys
  - Separate parent and staff surveys to be deployed May 1
- Updated communications flow chart
  - Will include gatekeeper for operational questions
  - Thanks to Simon Butler for his design work on this (and so many other things)!
- Streamlining financial asks
  - Working on way to communicate all financial asks (Board and PTCC) at start of year

- This will be designed to help parents understand different needs — and will allow them to give all their donations at once, if desired

### **On The Horizon**

- Annual Report
  - Collecting samples from other institutions to inform outline
  - Will tell the GLOBE story at a high level, reinforcing mission and vision and highlighting key successes from the past year
  - Will reach out to individual committee leads for content contributions this spring

## **VI. Committee Updates - Written Reports Only**

### **A. Committee Reports**

Committee reports were included in the agenda packet.

## **VII. New Business**

### **A. Vote to Approve SY 23-24 School Calendar**

D. Reynolds made a motion to approve the 2023-24 school calendar.

J. Clark seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **B. Presentation to State DOE: Charter Renewal**

Drew stated that there will be a final presentation to the state Department of Education prior to the charter renewal, which is scheduled for Friday, February 3rd from 1 p.m. until 2:30 p.m. Board member presence is strongly encouraged.

### **C. Strategic Planning RFP**

Kimberly reported the following:

- Development of next 5-yr strategic plan (during SY 23-24, to cover 2024-2029)
- Proposed RFP ready to send out to potential education/non-profit consultancies and/or market research firms → for data gathering/analysis phase
  - Will share recommendation for lead proposal(s) to move forward with and request funding in Feb

### **D. Board Member Completion of Service - Luis Pacheco**

D. Reynolds made a motion to accept the completion of service for Luis Pacheco as Board Treasurer, Finance Committee chair, and as a Board member.

J. Clark seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **E. Election of Board Treasurer**

D. Reynolds made a motion to elect Lorena Ferro Borges as Board Treasurer.

L. Norton seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **F. Election of Finance Committee Chair**

D. Reynolds made a motion to elect Lorena Ferro Borges as Finance Committee Chair.

L. Norton seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **VIII. Executive Session**

#### **A. To discuss a real estate matter**

Motion made by Drew to move to executive session to discuss a real estate matter.

Motion seconded by Kimberly. **Motion approved by all present.** Moved to executive session at 9:35 p.m. Motion to leave executive session made by Drew. Motion seconded by Jabari. **Motion approved by all present.** Returned from executive session and meeting called back to order at 10:14 p.m.

D. Reynolds made a motion to approve to move forward with the next steps with BDR on Project Hoot.

J. Clark seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Reynolds made a motion to approve a select committee to include the CFO, Executive Director, Board Treasurer, and Finance Committee to select a vendor and execute a contract for Project Hoot.

L. Ferro Borges seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **IX. Closing Items**

#### **A. Adjourn Meeting**

The next scheduled meeting is set for February 27, 2023 at 7 p.m.

D. Reynolds made a motion to adjourn the meeting.

L. Ferro Borges seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:17 PM.

Respectfully Submitted,

K. Holder